

Indiana Department of Education

Division of Professional Standards

Dr. Suellen Reed, Superintendent
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Division of Professional Standards Office Location: 101 West Ohio Street, Suite 300



Minutes of March 21, 2007

The Professional Standards Advisory Board met at the Department of Education, Riley Room, 151 W. Ohio Street, Indianapolis, Indiana 46204.

DISCUSSION SESSION

Board members present included Albertine Dent, John Hill, Russell Hodgkin, Michael Horvath, Gertrude Howard, Michael Jones, David Kinman, Nancy Kuyoth, Elise Matthews, Kathy Parks, Suellen Reed, and Roy Weaver. Mike Lewis and Marilyn Metzler were unable to attend.

Staff members present included Donita Ashbrook, Becky Bridges, Ray Graves, Mary Glenn Rinne, Shawn Sriver, and Debby Williams.

I. Call to Order

Dr. Dave Kinman called the discussion session of the Professional Standards Advisory Board to order at 10:02 a.m.

II. Discussion of Assessment Requirement for Beginning Administrators – John Hill, Chair, School Leaders Advisory Group

Dr. Hill explained that the committee looked at the pilot study for the beginning administrator assessment and although there was positive feedback, a small number of administrators participated. Therefore, the committee is proposing that this assessment be a requirement for a one year period and ask participating administrators to complete a survey afterwards. The committee will review data from the survey at the end of the year and based upon the feedback, will come back with a recommendation to continue or make changes in the assessment. This will begin with candidates starting their second year under Rules 2002 during the 2007-2008 school year.

The assessment is electronic via internet. If a person fails a section, they study then retake this section. This assessment is a learning tool to be used to show where improvement may be needed.

Dr. Hill addressed questions from the Board.

Mr. Sriver explained the steps a beginning administrator under Rules 2002 has to complete (Agenda II.2. chart) regarding the Requirements for School Administrators. The high stakes

assessment is the School Leader's Licensure Assessment (SLLA) offered by ETS. The administrator does need to pass the SLLA prior to initial licensure.

III. Discussion of On-Line License Programs Approved by NCATE – Callie Marksbery, Chair, Teacher Education Committee

Ms. Marksbery stated the Teacher Education Committee discussed the issue of allowing out-of-state on-line preparation programs to directly recommend Indiana residents for licensure. The committee is recommending that individuals who complete on-line licensure programs be treated as out-of-state applicants.

All Indiana applicants who have taken on-line educator preparation programs need to apply for the educator license in the state which the institution resides. Then the Indiana resident may apply for a one-year Indiana reciprocal permit. During this process, the Professional Standards Board will evaluate the person's credentials to determine if there are any deficiencies in meeting Indiana's licensure standards. This way no preferential treatment will be given to individuals completing an on-line preparation program.

IV. Discussion of Teacher Education Accreditation Council (TEAC) – Callie Marksbery, Chair, Teacher Education Committee

Dr. Reed had asked the Teacher Education Committee to discuss the issue of recognizing the Teacher Education Accreditation Council as a second option to accredit programs.

Recommendation by the Teacher Education Committee is to continue using the NCATE accrediting body due to Indiana having very high standards and to insure this objective.

Ms. Marksbery and Dr. Mary Glenn-Rinne addressed questions from the Board.

V. Visiting Teacher Permit – Mary Glenn Rinne, Assistant Director of Teacher Education

Dr. Rinne stated that we do not have a policy for international teachers in our framework or licensure. Licensure can be a lengthy process due to transcripts needing to be evaluated through a foreign credentialing service. A recommendation for a visiting teacher permit is being introduced as a two step process. Step one would involve a Teacher of Record to oversee academic work within the visiting teacher's classroom. Step two is when the visiting teacher permit is in effect. Once this becomes rule, step one will be null and void. This permit would be a non-renewable three year permit.

VI. Indiana Mentoring and Assessment (IMAP) Survey – Mary Glenn Rinne, Teacher Education Committee

Dr. Rinne introduced Jennifer Campbell representing Special Education and John Summers representing Higher Education as members of the CTQ team with Dr. Rinne representing Licensing. A project starting in 2003 comprising of a survey for teachers on how prepared they are to teach all students including those with disabilities. This IMAP Survey is given to first year teachers and principals.

VII. World Languages – Mary Glenn Rinne, Assistant Director of Teacher Education

Dr. Rinne explained that most world language programs are set up for grades nine through twelve. She is recommending that the schools by-pass the normal lengthy TEC process for new program approval to allow schools who already have approved world language programs to be able to extend their programs to grades K-12. This would only be for a certain timeframe. After the cut-off date, the schools will need to go through the normal TEC application process to extend the grade levels.

Dr. Rinne addressed questions from the Board.

VIII. Public Comments

Judy Briganti, President of ISTA stated she wanted to affirm the thorough and fair process the Teacher Education Committee accomplishes during their meetings.

IX. Adjournment

Dave Kinman adjourned the discussion session at 11:20 a.m.

BUSINESS MEETING

Board members present included Albertine Dent, John Hill, Russell Hodgkin, Michael Horvath, Gertrude Howard, Michael Jones, David Kinman, Nancy Kuyoth, Elise Matthews, Kathy Parks, Suellen Reed, and Roy Weaver. Mike Lewis and Marilyn Metzler were unable to attend.

Staff members present included Donita Ashbrook, Becky Bridges, Ray Graves, Mary Glenn Rinne, Shawn Sriver, and Debby Williams.

I. Call to Order

Mr. Kinman called the business meeting of the Professional Standards Advisory Board to order at 11:32 a.m.

II. Approval of Agenda – Action

Ms. Matthews called for a motion to approve the agenda. Mr. Jones seconded the motion. The motion carried unanimously.

III. Approval of Minutes – Action

Mr. Jones moved and Ms. Kuyoth seconded the motion to approve the December 13, 2006, board meeting minutes. The motion carried unanimously.

IV. Comments

A. State Superintendent of Public Instruction –

Dr. Reed complimented the Board on the discussion session this morning.

Dr. Reed reported the mentor money is not in the budget from the House. She encouraged everyone to renew their efforts to help get this in the budget. Her budget has been limited within the department.

The rule to increase the licensure cost is still in the Office of Management and Budget (OMB). One of the committees pertaining to health is monitoring a bill mandating all future beginning teachers to obtain a CPR and Heimlich certificate and individualized health plans with students who have diabetes. A law passed allowing emergency permits for Speech and Hearing applicants.

B. Chair

Dr. Kinman asked Mr. Sriver to express the Board's appreciation to the Professional Standards staff.

He also asked for everyone to think of him during his surgery on Thursday.

C. Division Director

Mr. Sriver announced Terri Banks as the new Operations Manager in License Processing with the Professional Standards.

Our next meeting will be Wednesday, June 20, 2007. The scheduled meeting for May is cancelled and was scheduled only if there was an emergency need.

Mr. Sriver stated the division is very close in automated licensing. Training is planned for mid April for licensing advisors. He stated that a system for schools to apply for substitute certificates and IMAP enrollment forms after July 1, 2007 for the next school year is close to completion.

He also stated that the DPS is close to having emergency permits automated. This may take longer due to the complexity of this process.

V. Division Business

A. New Program Approval (Generalist: Early Childhood)- Purdue University-North Central -Action

Dr. Rinne explained a new procedure where the chairs and deans do not need to attend for program approvals due to the length of time in travel.

Dr. Mary Glenn Rinne presented to the Board recommendation of a new program approval for Preschool/Early Childhood program for Purdue University-North Central.

Ms. Parks called for a motion to approve and Ms. Kuyoth seconded the motion. Motion carried unanimously.

B. Preconditions: Vincennes University - Action

Dr. Rinne introduced Jan Henry and Pam Garriott from Vincennes University. Oakland City University is Vincennes University's sponsor and will recommend their candidates for licensure until Oakland receives their initial accreditation.

Recommendation is for approval of the Vincennes University preconditions document allowing the institution to initiate its new Elementary Education/Exceptional Needs Mild Intervention program and secondary programs in Science and Mathematics.

Dr. Hill called for a motion to approve and Mr. Jones seconded the motion. Motion carried unanimously.

C. State Accreditation of Education Preparation Program – Hanover College - Action

Hanover College met all standards with two areas for improvement in standard #2 and one area for improvement in standard #4.

Recommendation is for accreditation to be continued at the initial preparation level for Hanover College.

Mr. Jones called for a motion to approve and Ms. Dent seconded the motion. Motion carried unanimously.

D. State Accreditation of Education Preparation Program –Purdue University-North Central - Action

Recommendation is for accreditation to be continued at the initial preparation level for Purdue University-North Central.

Purdue University-North Central met all standards with two areas for improvement in standard #2, one area for improvement in standard #4, and one area for improvement in standard #6.

Ms. Dent called for a motion to approve and Dr. Hodgkin seconded the motion. Motion carried unanimously.

E. Recommendation of Approval for Assessment Instrument for Beginning Administrators – Action

Recommendation is for the use of the Indiana School Leaders Assessment for the 2007-2008 school year. Each candidate will complete a survey and the feedback from this will result in a recommendation for any changes to this assessment for the 2008-2009 school year and future years.

Dr. Hill called for a motion to approve and Mr. Horvath seconded the motion. Motion carried unanimously.

F. Recommendation on On-Line Teacher Preparation Programs Accredited by NCATE - Action

[If NCATE accredited, institution can submit application directly to Professional Standards Board for licensure.](#)

Ms. Kuyoth called for a motion to approve and Mr. Horvath seconded the motion. Motion carried unanimously.

G. Recommendation of Teacher Education Accreditation Council (TEAC) - Action

Recommendation from the Teacher Education Committee is to not recognize unit accreditation by the Teacher Education Accreditation Council (TEAC) due to several differences between NCATE and TEAC standards.

Ms. Parks called for a motion to approve and Mr. Jones seconded the motion. Majority vote carried the Motion. Dr. Roy Weaver voting no due to philosophical reasons stating institutions should have autonomy.

H. Recommendation of Visiting Teacher Permit – Action

Recommendation is to accept procedure for Steps one and two of Visiting Teacher Permit.

Ms. Kuyoth called for a motion to approve and Ms. Dent seconded the motion. Motion carried unanimously.

Mr. Sriver stated he would create a proposed rule regarding this permit and will bring to the June meeting.

VI. Other

Elise Matthews would like a similar process as the assessment for beginning administrators to replace portfolio system for second year teachers to make it less cumbersome for them.

VII. Public Comments

There were no public comments

VIII. Approval of Expenses – Action

Dr. Hodgkin moved and Dr. Weaver seconded the motion to approve the expenses. The motion carried unanimously.

IX. Adjournment – Action

The business meeting adjourned at 12:09 p.m.

List of Attendees

The following attended the discussion session and/or business meeting:

<u>Name</u>	<u>Organization</u>
Catrina Blitzer	Indiana Department of Education
Jennifer Campbell	Indiana Department of Education
John Summers	Indiana Department of Education
Judy Briganti	Indiana State Teachers Association
Mark Shoup	Indiana State Teachers Association
Marilyn Watkins	Indiana University – East
Joe Weaver	Indiana University/Purdue University – Indianapolis
Patricia Swails	Oakland City University
T. J. Oakes	Purdue University – West Lafayette
Christine Hofmeyer	Purdue University - West Lafayette
Callie Marksberry	Teacher Education Committee
Jan Henry	Vincennes University
Pamela Garriott	Vincennes University